



## AGENDA MEMORANDUM

*City Manager*

**City Council Regular Meeting Date: December 2, 2025**

**To:** City Council  
**From:** Dana A. Souza, City Manager  
Kim Ruiz, Principal Planner  
**Date:** November 25, 2025

**SUBJECT** Hazard Mitigation Grant Program (HMGP) Contract Approval to Elevate Two Single-family Residences

**BACKGROUND:**

The Hazard Mitigation Grant Program (HMGP) elevation projects are a program to assist homeowners in elevating their house to prevent flooding damage from future storms. The program is funded by FEMA and channeled through the Florida Division of Emergency Management (FDEM), to the City of Sanibel and then to the homeowner. The program has funded two home elevation projects on Sanibel. One home is located at 718 Durion Ct., and the other at 3948 Coquina Dr. This is a cost share grant with the owner responsible for 25% of the project cost and FEMA providing reimbursement to the homeowner (through the city as the sub-recipient) for 75% of the project cost as detailed in each contract plus administrative costs. The funding for each home is shown in the table below.

HMGP Project	Homeowner Share	FEMA Reimbursement to City
Coquina Drive Single-family Home Elevation	\$52,402.75	\$159,830.75
Durion Court Single-family Home Elevation	\$52,365.00	\$159,714.50

As the sub-recipient of the HMGP grant funds, the city is the passthrough agency for project funding. As the sub-recipient, the City must enter into an agreement with FDEM for the funds to be transferred to the property owner.

The City is requiring the execution of a Hazard Mitigation Grant Program Agreement with each homeowner to ensure that the obligations defined in the sub-recipient agreement are passed on to each property owner. The City has no financial obligation for the project.

**FUNDING SOURCE: N/A**

*Sanibel is and shall remain a barrier island sanctuary*

**RECOMMENDED ACTION:**

Approve the Federally-Funded Subaward and Grant Agreements (Sub-Recipient Agreements) for the home elevation projects located at 718 Durion Ct., and the other at 3948 Coquina Dr., Sanibel, FL, between the City and the Florida Division of Emergency Management.

Approve the Hazard Mitigation Grant Program Agreements between the City and:

- Christopher M. & Mallory Sherman, 718 Durion Court, Sanibel, Florida
- Nori Ann Reed, 3948 Coquina Drive, Sanibel, Florida